

23 June 1971

MEMORANDUM FOR: Chief, Executive & Planning Division

SUBJECT : Report to the President's Foreign
Intelligence Advisory Board for 1971

1. Pursuant to your request, the following items are submitted for your consideration in the Subject report:

a. In order to specifically cover unauthorized retention of classified documents, a suggested change in

was recently submitted for your consideration. The Deputy Director for Support has approved this objective.

b. A change in the approach to "Summer Only" employees has been concurred in by the Director of Personnel and the Director of Medical Services and approved by the Deputy Director for Support. As a result, approximately 200 such employees are currently being afforded a personal interview. The objective is to impress upon each dependent his personal involvement with the Agency as a member of an Agency family, regarding his personal conduct and reputation. Each employee is given a brief verbal outline as to the Agency's place in the Intelligence Community and how all employees contribute to this effort. They are acquainted with policies regarding their behavior, use of drugs, outside activities, and the requirement to report all significant incidents.

✓ c. During the past year, the approach to denied-area briefings has been enlarged. Whenever the Special Security Center issues a special clearance to any individual, who may be traveling to a denied area, consideration is given to afford that person a defensive briefing. The briefings are all inclusive and are updated as new techniques of the various countries are learned. It is noted that in the past several months, there has been a decided increase in requests received from other Agencies for these briefings.

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e. By way of a decided accomplishment the standardization and control of actions supplemental to retirement has been very successful, especially when the increased volume is considered. As employed, when a retirement action is received, the file is also reviewed and a record maintained for acceptability under supplemental requests such as: letters of appreciation, medallions, awards, Agency Reserve Program, etc.; thus eliminating duplicate review. For the current fiscal year, there have been 678 retirements. Supplemental actions have amounted to 904. Therefore, a decided savings has been made along with a decided improvement in services.

✓ f. For the past year the joint project with the Office of Medical Services concerning use of marijuana, drugs, debilitating pills has been reported. Due to many and varied requests, this project has been continued and enlarged upon. As now established, applicant cases continue to receive special study where these issues are surfaced. Statistics are compiled as to type of drug or other material used, extent and circumstances of use, age of user, and location of use. These compilations are expected to enhance the effectiveness of the selection procedure.

g. During fiscal year 1971, the color-coded case control system was finalized and has been found very effective in the control of Industrial Security and Facility Access cases. Follow-up actions with Investigations Division are now easily accomplished, an accurate count of pending cases can be obtained and considerable time has been saved. To emphasize the enormity of the cases involved, as of the date of this report, there were 1,278 cases in a pending status. This is down several hundred from the normal flow of cases.

h. Beginning in fiscal year 1970, and continuing into this year, an overall study of the liaison clearance system has been conducted. The objective is to improve the effectiveness and thoroughness of security reviews conducted. In addition, a request was recently submitted for the installation of an autovon which would be of value in expediting actions. Such calls in the past have of necessity been placed through the Pentagon.



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Chief
Personnel Security Division